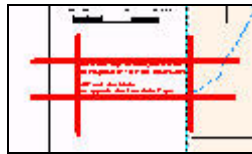# Using the Align Tool

The Alignment Tool allows you to precisely position graphics in relation to each other, ensuring a more professional appearance.

You can align two or more graphics using their four edges or centers.

We will align graphics vertical center as an example.

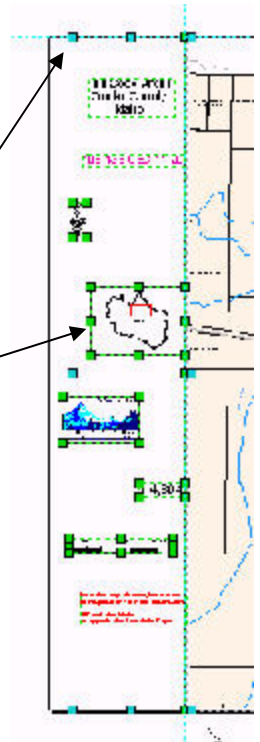The first step is to select the graphics you want to align.

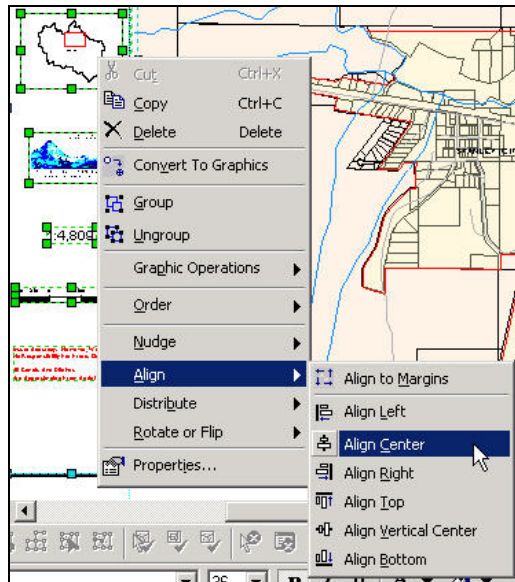Draw a selection box around all the elements on the left side of the Map-making sure to include the neatline.

The blue handles indicate which of the graphics is the dominant graphic.

Make sure the handles for the neatline are blue and the rest are green.

The dominant graphic will be the one used as the guide for moving all the other graphics, in this case the dominant graphic should be the neatline.

Right-click on one of the graphics and then in the pop-up menu, choose Align and then Align Center for the drop-down menu.

All the graphics moved accept the dominant graphic and all the graphics are now aligned with their vertical centers to the vertical center of the neatline.

*Watch the education video "Aligning Graphics".*